



CALL TO ARTISTS

REQUEST FOR PROPOSALS (RFP): Outdoor Mural, Martinsville, VA

The City of Martinsville is seeking proposals for original, two-dimensional artwork that will be installed outdoors in the College Park pocket park in historic Uptown Martinsville.

The mural must be painted directly onto a brick wall, which will be exposed to the elements in a public setting.

One design will be selected for production and permanently installed in the park beginning in mid-December 2014. The project must be fully installed by **April 15, 2015**. The selected artist(s) will receive an honorarium of up to \$12,000 for the design, production and installation of their work.

Artwork theme:

- **Cultural Heritage in Martinsville, VA**—Artists are encouraged to incorporate positive themes important to the heritage/history of Martinsville and major themes important to the city (i.e. art, natural history, rivers, trails, etc.) Find more information on these themes at www.visitmartinsville.com.

Eligibility: This RFP is open to all professional artists and artist teams over the age of 18, who are native to or currently reside in the City of Martinsville, Virginia.

Application Deadline: Applications must be received by Friday, December 12, 2014 at 2 pm EST. No exceptions.

SELECTION CRITERIA

A selection committee made up of city staff, community representatives and artists will review all applications. The committee will use the following criteria in the selection process:

- Submittal of all required application materials as outlined in the RFP.
- Attention to context: architectural, historical, geographical and cultural.
- Proven ability to create distinctive, site-specific artwork as exhibited by past work.
- Originality: creativity and uniqueness of proposed artwork concept for this project.
- Quality and craftsmanship of product as exhibited by past work.
- Maintainability: structural and surface soundness, durability and resistance to vandalism, weathering, excessive maintenance and repair costs.
- Appropriateness for placement in a pedestrian area and ability for artwork to withstand public interaction where it can be touched and climbed upon with extreme consideration for public safety.

Award of Contract:

- City reserves the right to reject any or all Proposals, including without limitation the right to reject any or all nonconforming, nonresponsive, unbalanced, or conditional Proposals and to reject the Proposal of any Bidder if Owner believes that it would not be in the best interest of the Project to make an award to that Bidder, whether because the Proposal is not responsive or the Bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by Owner. Owner also reserves the right to waive all informalities not involving price, time or changes in the Work and to negotiate contract terms with the Successful Bidder. Discrepancies between the indicated sum of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of the words.
- In evaluating Proposals, Owner will consider whether or not the Proposals comply with the prescribed requirements, such alternates, and other data as may be requested prior to the Notice of Award.
- No Contractor or Subcontractor shall perform any work on a project unless he has obtained, and continues to maintain for the duration of such work, such Worker's Compensation Coverage as may be required pursuant to Code of Virginia Section 65.2-800 et seq., and no Contractor will be awarded the Contract unless prior to the award of Contract he furnishes evidence of such coverage.

Signing of Agreement:

- When Owner gives a Notice of Award to a Successful Bidder for a project, it will be accompanied by the required number of unsigned counterparts of the Agreement and all other written Contract Documents attached. Within 15 days thereafter, the Contractor shall sign and deliver the required number of counterparts of the Agreement and attached documents to Owner with Certificates of Insurance. Within 10 days thereafter, Owner shall deliver one fully signed counterpart to Contractor.

Sales and Use Tax:

- Contractor(s) shall include Virginia State Sales and Use Taxes in the bid.

Local Business License Requirement:

- Each person subject to the license tax shall apply for a license prior to beginning work in the City. Pursuant to applicable sections of Chapter 37 of the Code of Virginia and Ordinance Number 8, 1996, both as amended to date, the City of Martinsville levies and provides for assessment and collection of town license taxes on businesses, trades, professions, occupations and callings. For contractors and their subcontractors, the license fee and tax is 0.10 cents per \$100 of gross receipts over \$30,000.00 or \$30 whichever is greater. Each person subject to the license tax shall apply for a license prior to beginning work in the City. The application shall be on forms prescribed by and obtained from the Commissioner of the Revenue's office.

Permits:

- Artist shall be responsible for obtaining any required permits from the zoning official, as well as be prepared to submit concept to the Architectural Review Board.

Warranty & Guarantee:

- Artist and Owner agree that if failure of the work occurs within one year of completion of construction, such failure is a result of defective work by the Contractor and the burden shall be on the Contractor to repair such defects.

Davis Bacon Paperwork:

- Because this is a Community Development Block Grant (CDBG) Project, the artist and his/her employees will be required to submit federal Davis Bacon paperwork to show that they are being paid proper wages. There will also be Davis Bacon interviews that City staff needs to conduct as work is being done. Paperwork is in a separate attachment and will be explained by City staff.

HOW TO APPLY

Artists interested in this project must prepare and submit the following:

- **Proposed Artwork Concept**—Proposal shall include conceptual design drawings sufficient to communicate the artist's concept. It should include a budget and describe the specifications for the artwork related to materials, size, weight, installation requirements and maintenance guidelines. Also, please include in the proposal the cost of preparation work and materials needed to apply to the concrete and stucco prior the mural being applied.
- **Letter of Interest**—No more than one page in length, which explains your interest in the project. Please include your name and contact information.
- **Artist's Statement**—No more than 200 words in length, describing your work.
- **Current Resume**—An individual resume should be submitted for each artist.
- **References**—A list of at least three professional references familiar with your work and working methods. The list must include addresses and telephone numbers.
- **Work samples on CD**—A minimum of eight digital images saved on one CD. Only JPEG formatted files will be accepted. All JPEGs must be sized at 300 dpi, 5" x 7". You must number and title each JPEG and include a description sheet with corresponding numbers. The sheet should list your name and the titles, dates, media and dimensions of your work.
- **Support Materials (Optional)**—Artists may include up to three selections, such as reviews, news articles, web links and other related information.

Materials must be received by City of Martinsville by 2 pm on Friday, December 12, 2014. Postmarks are not acceptable. Hand deliveries will be accepted. Late submissions will not be considered.

Submit bids in sealed and labeled envelopes with the project name, bidder's name, and the bidder's Virginia Contractor's License number on the outside of the envelope. Mark the envelope: "Bid Enclosed - Do Not Open, CBDG Mural, 12/2/14, 2:00 p.m.".

Deliver Bid to:

Karen Mays
City of Martinsville Central Warehouse
300 Fishel Street
Martinsville, VA 24112-3248

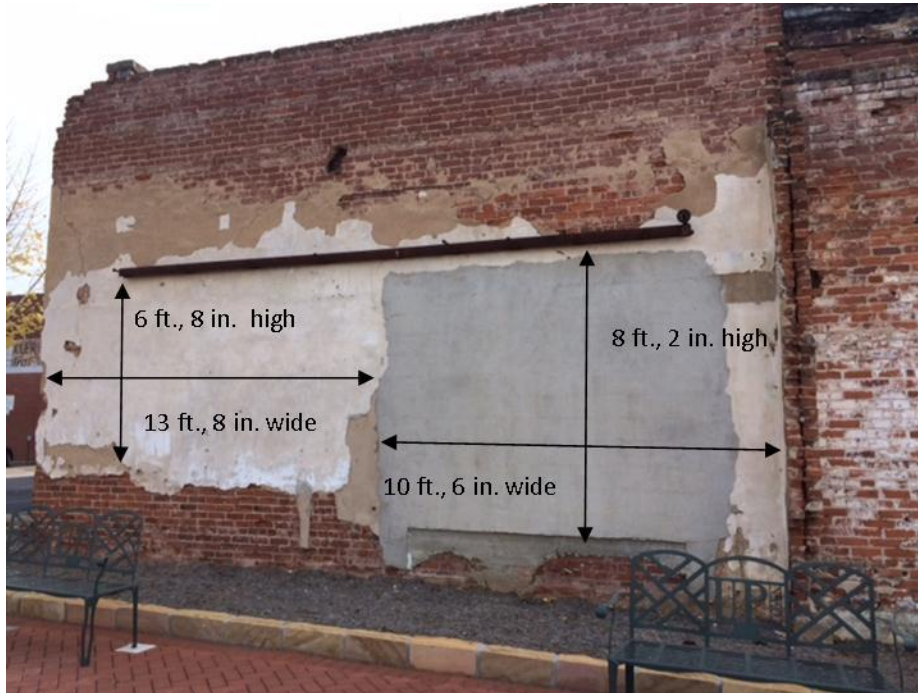
or

Mail Bid to:

Karen Mays
City of Martinsville Purchasing Department
PO Box 1112
Martinsville, VA 24114-1112

ABOUT COLLEGE PARK

Wall Dimensions: 23 ft., 14 inches w x 6 and 8 ft. h total (see below)



White and gray plaster and concrete areas, measured separately, but this is to contain 1 mural.



White and gray plaster and concrete areas